

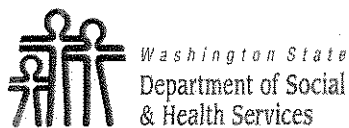
***WASHINGTON STATE'S  
FEDERALLY APPROVED PLAN***

***Individuals with  
Disabilities Education Act (IDEA)  
Early Intervention Section***

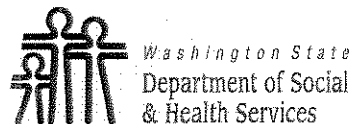
***Effective October 1, 2008 through September 30, 2009  
(Federal Fiscal Year 2008)***

**for the**

***Infant Toddler Early Intervention Program  
Department of Social and Health Services***



Infant Toddler  
Early Intervention  
Program (ITEIP)



**ADSA** Aging & Disability  
Services Administration

## **Introduction**

The Department of Social and Health Services (DSHS) is designated by the Governor to serve as the State Lead Agency for carrying out the provisions of the early intervention section of the Individuals with Disabilities Education Act (IDEA), and to receive funds for Federal Fiscal Year (FFY) 1997 and beyond.

DSHS and the Washington State Interagency Coordinating Council continue to coordinate the implementation of IDEA early intervention services with four other participating agencies:

- Department of Early Learning
- Department of Health
- Department of Services for the Blind
- Office of the Superintendent of Public Instruction
- Within all divisions of DSHS

Beginning August 4, 1989, a Centennial Accord was executed between the Federally Recognized Indian Tribes of Washington and the state of Washington, through the Governor. The Centennial Accord continues to be an agreement recognized by Washington's Governor and signing Federally recognized Tribes. To better achieve mutual goals through an improved relationship between governments, this Accord provides a framework for implementation procedures to assure execution of that government-to-government relationship.

The Accord outlined a process, which resulted in DSHS reorganizing its contracting process to include a consistent recognition of tribal sovereignty and allows each program to contract with a Tribe. DSHS continues to coordinate, collaborate, and contract with all interested Tribes, for IDEA early intervention services.

**WASHINGTON STATE'S FEDERALLY APPROVED PLAN  
FEDERAL FISCAL YEAR 2008**

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# Section I



*Submission Statements,  
Assurances,  
and  
Certifications*



## A. Submission Statements for Part C of IDEA

Select 1 or 2 below. Check 3 if appropriate.

1. \_\_\_\_\_ The State's policies, procedures, methods, descriptions, and assurances meet all application requirements of Part C of the Act as found in PL 108-446, the Individuals with Disabilities Education Improvement Act of 2004 and applicable regulations (IDEA). The State is able to provide and/or meet all policies, procedures, methods, descriptions, and assurances, found in Sections II.A and II.B of this Application.  
By selecting this submission statement the State has submitted the new and/or revisions to State policies, procedures, methods, and descriptions that meet all requirements found in Section II.A.
2.   X   The State cannot provide policies, procedures, methods, descriptions, and/or assurances for all application requirements of Part C of the Act as found in PL 108-446, the Individuals with Disabilities Education Improvement Act of 2004. The State has determined that it is unable to provide the policies, procedures, methods, descriptions, and/or assurances that are checked 'No' in Sections II.A and II.B. However, the State assures that throughout the period of this grant award the State will operate consistent with all requirements of IDEA in PL 108-446 and applicable regulations. The State will develop and/or make such changes to existing policies, procedures, methods, descriptions, and assurances as are necessary to bring the policies, procedures, methods, descriptions, and assurances into compliance with the requirements of the IDEA, as amended, as soon as possible, and not later than June 30, 2008. The State has included the date by which it expects to complete necessary changes associated with policies, procedures, methods, descriptions, and assurances marked 'No'. The items checked 'Yes' are enclosed with this application.<sup>1</sup>

Optional:

3. \_\_\_\_\_ The State is submitting new or modified State policies and procedures previously submitted to the Department and has checked, under Section II.A, the appropriate 'R' cell(s) found in the 'Yes' column. These modifications are: (1) deemed necessary by the State, for example when the State revises applicable State law or regulations; (2) required by the Secretary because there is a new interpretation of the Act or regulations by a Federal court or the State's highest court; and/or (3) because of an official finding of noncompliance with Federal law or regulation.

<sup>1</sup> If Option 2 is checked, the State is to provide dates in Sections II.A and II.B as to when the required policies, procedures, methods, descriptions, and assurances will be provided, which date can be no later than June 30, 2008. The State will be granted conditional approval until it can provide all policies, procedures, methods, descriptions, and assurances.

## B. Conditional Approval for Current Grant Year

If the State received conditional approval for the current grant year, check the appropriate statement(s) below:

1. Conditional Approval Related to Assurances in Section II.A:
  - ☐ a. Sections II.A and II.B provide documentation of completion of all issues identified in the FFY 2006 conditional approval letter.
  - ☐ b. As noted in Sections II.A and II.B, the State has not completed all issues identified in the FFY 2006 conditional approval letter.
2. Conditional Approval Related to Other Issues:
  - ☐ a. The State previously submitted documentation of completion of all issues identified in the FFY 2006 conditional approval letter.
  - ☐ b. The State is attaching documentation of completion of all issues identified in the FFY 2006 conditional approval letter. (*Attach documentation showing completion of all issues.*)
  - ☒ c. The State has not completed all issues identified in the FFY 2006 conditional approval letter. Because OSEP has not completed the IDEA, Part C federal regulations, Washington cannot yet amend policies, procedures, or definitions beyond existing status.  
**See Section II (State Policies, Procedures, Methods and Descriptions) of this application. (Attach documentation showing completion of any issues and a list of items not yet completed.)**



## C. State Policies, Procedures, Methods, and Descriptions

As checked below, the State hereby declares that it has or has not filed the following policies, procedures, methods, and descriptions with the U.S. Department of Education, and, as of the date of the signature below, affirms and incorporates by reference those policies, procedures, methods, and descriptions with respect to Part C of PL 108-446.

Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File' with OSEP, check OF.)			<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)	
<b>N</b>	<b>R</b>	<b>OF</b>	<b>State Policies, Procedures, Methods, and Descriptions</b>	
			<b>State Policies and Procedures</b>	
		<b>X</b>	1. As required in 20 U.S.C. 1432(5)(A) and 1435(a)(1), the State has provided its policies and/or procedures regarding the State's definition of 'developmental delay' to ensure that a rigorous definition of the term 'developmental delay' will be used by the State in carrying out programs under this Part in order to appropriately identify infants and toddlers with disabilities that are in need of services under this Part.	
		<b>X</b>	2. As required in 20 U.S.C. 1437(a)(9)(B), the State has provided its policies and/or procedures to ensure review of the child's program options for the period from the child's third birthday through the remainder of the school year.	
			<b>X</b> 6/30/09	3. As required in 20 U.S.C. 1437(a)(9)(C), the State has provided its policies and/or procedures to ensure the establishment of a transition plan, including, as appropriate, steps to exit from the program.
			<b>X</b> 6/30/09	4. As required in 20 U.S.C. 1437(a)(6), the State has provided its policies and procedures that require the referral for early intervention services under this part

Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File with OSEP', check OF.)			<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)	
<b>N</b>	<b>R</b>	<b>OF</b>		<b>State Policies, Procedures, Methods, and Descriptions</b>
				of a child under the age of 3 who - (A) is involved in a substantiated case of abuse or neglect; or (B) is identified as affected by illegal substance abuse, or withdrawal symptoms resulting from prenatal drug exposure.
			<b>X</b> <b>6/30/09</b>	5. As required in 20 U.S.C. 1437(a)(9)(A), the State has provided its policies and procedures that ensures a smooth transition for toddlers receiving early intervention services under this part (and children receiving those services under by 20 U.S.C 1435(c)) to preschool, school, other appropriate services, or exiting the program, including a description of how: (i) the families of such toddlers and children will be included in the transition plans required 20 U.S.C. 1437(a)(9)(C); and (ii) the lead agency designated or established under 20 U.S.C. 1435(a)(10) will (I) notify the local educational agency for the area in which such a child resides that the child will shortly reach the age of eligibility for preschool services under Part B, as determined in accordance with State law; (II) in the case of a child who may be eligible for such preschool services, with the approval of the family of the child, convene a conference among the lead agency, the family, and the local educational agency not less than 90 days (and at the discretion of all such parties, not more than 9 months) before the child is eligible for the preschool services, to discuss any such services that the child may receive; and (III) in the case of a child who may not be eligible for such

Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File with OSEP', check OF.)			<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)	
N	R	OF	State Policies, Procedures, Methods, and Descriptions	
			preschool services, with the approval of the family, make reasonable efforts to convene a conference among the lead agency, the family, and providers of other appropriate services for children who are not eligible for preschool services under Part B, to discuss the appropriate services that the child may receive.	
			<b>Optional Policies/Methods</b> Type in 'NA' for not applicable under 'No' in the cells to the left if the State has not exercised this option.	
			N/A	6. As required in 20 U.S.C. 1437(a)(4), if the State provides services to at-risk infants and toddlers through the statewide system, the State has provided its: 1) description of services to at-risk infants and toddlers, and 2) definition of 'at-risk' under 20 U.S.C. 1432(5)(B)(i).
		X		Enter 'NA' in the cells to the left if the State does not have a system of payment. (See Section IV.A) 7. As required in 20 U.S.C. 1432(4)(B) and 1437(a)(3)(A), the State has provided its policies and/or procedures that identify the State's system of payments for Part C services.
			N/A	Enter 'NA' in the cells to the left if this statement is not applicable; otherwise check the 'N' cell under the 'Yes' column and attach all policies. 8. As described in 20 U.S.C. 1435(c) the State has provided its policy, developed and implemented jointly by the lead agency and the State educational

Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File with OSEP', check OF.)			<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)	
<b>N</b>	<b>R</b>	<b>OF</b>		<b>State Policies, Procedures, Methods, and Descriptions</b>
				<p>agency, under which parents of children with disabilities who are eligible for services under 20 U.S.C. 1419 and previously received services under this part, may choose the continuation of early intervention services (which includes an educational component that promotes school readiness and incorporates preliteracy, language, and numeracy skills) for such children under this part until such children enter, or are eligible under State law to enter, kindergarten.</p> <p>The statewide system ensures that--</p> <p>(A) parents of children with disabilities served pursuant to 20 U.S.C. 1435(c) are provided annual notice that contains--</p> <ul style="list-style-type: none"> <li>(i) a description of the rights of such parents to elect to receive services pursuant to 20 U.S.C. 1435(c) or under Part B; and</li> <li>(ii) an explanation of the differences between services provided pursuant to 20 U.S.C. 1435(c) and services provided under Part B, including--             <ul style="list-style-type: none"> <li>(I) types of services and the locations at which the services are provided;</li> <li>(II) applicable procedural safeguards; and</li> <li>(III) possible costs (including any fees to be charged to families as described in 20 U.S.C. 1432(4)(B)), if any, to parents of infants or toddlers with disabilities;</li> </ul> </li> </ul> <p>(B) services provided pursuant to 20 U.S.C. 1435(c)</p>

Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File with OSEP', check OF.)			<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)	
<b>N</b>	<b>R</b>	<b>OF</b>		<b>State Policies, Procedures, Methods, and Descriptions</b>
				<p>include an educational component that promotes school readiness and incorporates preliteracy, language, and numeracy skills;</p> <p>(C) the State policy will not affect the right of any child served pursuant to 20 U.S.C. 1435(c) to instead receive a free appropriate public education under Part B;</p> <p>(D) all early intervention services outlined in the child's individualized family service plan under 20 U.S.C. 1436 are continued while any eligibility determination is being made for services under 20 U.S.C. 1435(c);</p> <p>(E) the parents of infants or toddlers with disabilities (as defined in 20 U.S.C. 1432(5)(A)) provide informed written consent to the State, before such infants or toddlers reach 3 years of age, as to whether such parents intend to choose the continuation of early intervention services pursuant to 20 U.S.C. 1435(c) for such infants or toddlers;</p> <p>(F) the requirements under 20 U.S.C. 1437(a)(9) shall not apply with respect to a child who is receiving services in accordance with 20 U.S.C. 1435(c) until not less than 90 days (and at the discretion of the parties to the conference, not more than 9 months) before the time the child will no longer receive those services; and</p> <p>(G) there will be a referral for evaluation for early intervention services of a child who experiences a</p>

Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File with OSEP', check OF.)			<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)	
<b>N</b>	<b>R</b>	<b>OF</b>		<b>State Policies, Procedures, Methods, and Descriptions</b>
				<p>substantiated case of trauma due to exposure to family violence (as defined in section 320 of the Family Violence Prevention and Services Act).</p> <p>The State shall submit to the Secretary, in the State's report under 20 U.S.C. 1437(b)(4)(A), a report on the number and percentage of children with disabilities who are eligible for services under 20 U.S.C. 1419 but whose parents choose for such children to continue to receive early intervention services under this part.</p> <p>The policy shall include a description of the funds (including an identification as Federal, State, or local funds) that will be used to ensure that the option described 20 U.S.C. 1435(c)(1) is available to eligible children and families who provide the consent described in 20 U.S.C. 1435(c)(2)(E), including fees (if any) to be charged to families as described in 20 U.S.C. 1432(4)(B).</p> <p>In accordance with 20 U.S.C. 1435(c)(5)(A), when providing services to a child with a disability who is eligible for services under 20 U.S.C. 1419 the State is not required to provide the child with a free appropriate public education under Part B for the period of time in which the child is receiving services under Part C.</p>
		<b>X</b>		<i>Enter 'NA' in the cells to the left if this statement is not applicable; otherwise check either the 'N' or 'R' cell under the 'Yes' column and attach appropriate written methods. See the Optional Technical Assistance Checklist for the full provisions of 20 U.S.C. 1440.</i>



Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File with OSEP', check OF.)			<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)	
<b>N</b>	<b>R</b>	<b>OF</b>		<b>State Policies, Procedures, Methods, and Descriptions</b>
				9. The State has chosen to meet the requirement to establish financial responsibility for early intervention services under 20 U.S.C. 1440(b)(1) through 'appropriate written methods' under 20 U.S.C. 1440(b)(3)(C) other than State statute or regulation or signed interagency agreements.
				<b>Descriptions</b>
			<b>X</b> <b>6/30/09</b>	10. As required by Section 427 of the General Education Provisions Act (GEPA), the State has identified barriers and developed strategies to address the barriers and has provided a description of the steps the State is taking to ensure equitable access to, and participation in Part C.
		<b>X</b>		11. As required in 20 U.S.C. 1437(a)(3)(B), the State has provided a description of early intervention services to be provided to infants and toddlers with disabilities and their families through the statewide system.
<b>X</b>				12. As required in 20 U.S.C. 1437(a)(5), the State has provided a description of the uses for which funds will be expended in accordance with this part. ( <i>See Section III. If the State is submitting a completed Section III, check 'N' under the 'Yes' column to the left.</i> )

Check and enter date(s) as applicable. Enclose relevant documents.			<i>N = 'New' Policy and/or Procedure</i> <i>R = 'Revised' Policy and/or Procedure</i> <i>OF = Policy and/or Procedure is already 'On File' with the USDE</i>	
<b>Yes</b> (If New or Revised is checked, the State is submitting policies, procedures, methods, and descriptions with this application. If already 'On File' with OSEP, check OF.)		<b>No</b> (Policies, procedures, methods, and descriptions have not been provided. Provide date by which State will submit to OSEP required documentation, which date shall be no later than June 30, 2008.)		
<b>N</b>	<b>R</b>	<b>OF</b>		<b>State Policies, Procedures, Methods, and Descriptions</b>
				<b>Descriptions</b>
		<b>X</b>		13. As required in 20 U.S.C. 1437(a)(7) the State has provided a description of the procedures used to ensure that resources are made available under this part for all geographic areas within the State.
			<b>X</b> 6/30/09	14. As required in 20 U.S.C. 1437(a)(8) the State has provided a description of the policies and procedures used to ensure that, prior to the adoption by the State of any other policy or procedure necessary to meet the requirements of this part, there are public hearings, adequate notice of the hearings, and an opportunity for comment available to the general public, including individuals with disabilities and parents of infants and toddlers with disabilities.
			<b>X</b> 6/30/09	15. As required in 20 U.S.C. 1437(a)(10) the State has provided a description of State efforts to promote collaboration among Early Head Start programs under section 645A of the Head Start Act, early education and child care programs, and services under Part C.



## D. Assurances and Optional Assurance

The State makes the following assurances and provisions as required by Part C of the Individuals with Disabilities Education Act. (20 U.S.C. 1431 et.seq.)

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434;1435; and 1437(b))
Yes (Assurance is hereby provided.)	No (Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)	
X		1. As applicable, the assurance found in OMB Standard Form 424(B) (Assurances for Non-Construction Programs), relating to legal authority to apply for assistance; access to records; conflict of interest; merit systems; nondiscrimination; Hatch Act provisions; labor standards; flood insurance; environmental standards; wild and scenic river systems; historic preservation; protection of human subjects; animal welfare; lead-based paint; Single Audit Act; and general agreement to comply with all Federal laws, executive orders and regulations is in place.
	X 6/30/09	2. The State has adopted a policy that appropriate early intervention services are available to all infants and toddlers with disabilities in the State and their families, including Indian infants and toddlers with disabilities and their families residing on a reservation geographically located in the State, infants and toddlers with disabilities who are homeless children and their families, and infants and toddlers with disabilities who are wards of the State; and has in effect a statewide comprehensive, coordinated, multidisciplinary, interagency system to provide early intervention services, for infants and toddlers with disabilities and their families, that meet the requirements of 20 U.S.C 1401, and 1431-1443. <i>See the Optional Technical Assistance Checklist for the full provisions of 1401 and 1432</i>

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434; 1435; and 1437(b))
Yes (Assurance is hereby provided.)	No (Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)	
	X 6/30/09	3. The State has in effect a policy that ensures that appropriate early intervention services based on scientifically based research, to the extent practicable, are available to all infants and toddlers with disabilities and their families, including Indian infants and toddlers with disabilities and their families residing on a reservation geographically located in the State and infants and toddlers with disabilities who are homeless children and their families in accordance with 20 U.S.C. 1435(a)(2).
X		4. The State has in effect a timely, comprehensive, multidisciplinary evaluation of the functioning of each infant or toddler with a disability in the State, and a family-directed identification of the needs of each family of such an infant or toddler, to assist appropriately in the development of the infant or toddler in accordance with 20 U.S.C. 1435(a)(3).
	X 6/30/09	5. For each infant or toddler with a disability in the State, the State has an individualized family service plan in accordance with 20 U.S.C. 1436, including service coordination services in accordance with such service plan. (20 U.S.C. 1435(a)(4)) <i>See Optional Technical Assistance Checklist for the full provisions of 20 U.S.C. 1436.</i>
	X 6/30/09	6. The State has a comprehensive child find system, consistent with Part B, including a system for making referrals to service providers that includes timelines and provides for participation by primary referral sources and that ensures rigorous standards for appropriately identifying infants and toddlers with disabilities for services under this part that will reduce the need for future services. (20 U.S.C. 1435(a)(5))

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434;1435; and 1437(b))
Yes. (Assurance is hereby provided.)	No (Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)	
	X 6/30/09	7. The State has a public awareness program focusing on early identification of infants and toddlers with disabilities, including the preparation and dissemination by the lead agency designated or established under 20 U.S.C. 1435(a)(10) to all primary referral sources, especially hospitals and physicians, of information to be given to parents, especially to inform parents with premature infants, or infants with other physical risk factors associated with learning or developmental complications, on the availability of early intervention services under this part and of services under 20 U.S.C. 1419, and procedures for assisting such sources in disseminating such information to parents of infants and toddlers with disabilities. (20 U.S.C. 1435(a)(6))
X		8. The State has a central directory that includes information on early intervention services, resources, and experts available in the State and research and demonstration projects being conducted in the State. (20 U.S.C. 1435(a)(7))
	X 6/30/09	9. The State has a comprehensive system of personnel development, including the training of paraprofessionals and the training of primary referral sources with respect to the basic components of early intervention services available in the State that (A) includes-- (i) implementing innovative strategies and activities for the recruitment and retention of early education service providers; (ii) promoting the preparation of early intervention providers who are fully and appropriately qualified to provide early intervention services under this part; and (iii) training personnel to coordinate transition services for

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434;1435; and 1437(b))
Yes <i>(Assurance is hereby provided.)</i>	No <i>(Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)</i>	
		<p>infants and toddlers served under this part from a program providing early intervention services under this part and under Part B (other than 20 U.S.C. 1419), to a preschool program receiving funds under 20 U.S.C. 1419, or another appropriate program; and</p> <p>(B) may include--</p> <ul style="list-style-type: none"> <li>(i) training personnel to work in rural and inner-city areas; and</li> <li>(ii) training personnel in the emotional and social development of young children.</li> </ul> <p>(20 U.S.C. 1435(a)(8)(A) and (B))</p>
	<p><b>X</b> <b>6/30/09</b></p>	<p>10. The State has policies and procedures relating to the establishment and maintenance of qualifications to ensure that personnel necessary to carry out this part are appropriately and adequately prepared and trained, including the establishment and maintenance of qualifications that are consistent with any State-approved or recognized certification, licensing, registration, or other comparable requirements that apply to the area in which such personnel are providing early intervention services, except that nothing in this part (including this paragraph) shall be construed to prohibit the use of paraprofessionals and assistants who are appropriately trained and supervised in accordance with State law, regulation, or written policy, to assist in the provision of early intervention services under this part to infants and toddlers with disabilities. (20 U.S.C. 1432 and 1435(a)(9))</p>
<b>X</b>		<p>11. The State has a single line of responsibility in a lead agency designated or established by the Governor for carrying out -</p> <p>(A) the general administration and supervision of programs and activities receiving assistance under 20 U.S.C. 1433, and</p>

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434;1435; and 1437(b))
Yes <i>(Assurance is hereby provided.)</i>	No <i>(Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)</i>	
		<p>the monitoring of programs and activities used by the State to carry out this part, whether or not such programs or activities are receiving assistance made available under 20 U.S.C. 1433, to ensure that the State complies with this part;</p> <p>(B) the identification and coordination of all available resources within the State from Federal, State, local, and private sources;</p> <p>(C) the assignment of financial responsibility in accordance with 20 U.S.C. 1437(a)(2) to the appropriate agencies;</p> <p>(D) the development of procedures to ensure that services are provided to infants and toddlers with disabilities and their families under this part in a timely manner pending the resolution of any disputes among public agencies or service providers;</p> <p>(E) the resolution of intra- and interagency disputes; and</p> <p>(F) the entry into formal interagency agreements that define the financial responsibility of each agency for paying for early intervention services (consistent with State law) and procedures for resolving disputes and that include all additional components necessary to ensure meaningful cooperation and coordination. <i>See Optional Technical Assistance Checklist for the full provisions of 20 U.S.C. 1440. (20 U.S.C. 1435(a)(10)(A)-(F) and 1440)</i></p>
X		<p>12. The State has a policy pertaining to the contracting or making of other arrangements with service providers to provide early intervention services in the State, consistent with the provisions of Part C, including the contents of the application used and the conditions of the contract or other arrangements. (20 U.S.C.</p>

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434;1435; and 1437(b))
Yes <i>(Assurance is hereby provided.)</i>	No <i>(Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)</i>	
		1435(a)(11))
X		13. The State has a procedure for securing timely reimbursements of funds used under this part in accordance with 20 U.S.C. 1440(a). <i>See Optional Technical Assistance Checklist for the full provisions of 20 U.S.C. 1440.</i> (20 U.S.C. 1435(a)(12) and 1440)
	X 6/30/09	14. The State has procedural safeguards with respect to programs under this part, as required by 20 U.S.C. 1439. (20 U.S.C. 1435(a)(13)) <i>See Optional Technical Assistance Checklist for applicable provisions of 20 U.S.C. 1415 and 1439.</i>
	X 6/30/09	15. The State has a system for compiling data requested by the Secretary under section 618 that relates to this part. (20 U.S.C. 1418, 1435(a)(14) and 1442)
	X 6/30/09	16. The State has a State interagency coordinating council that meets the requirements of 20 U.S.C. 1441. (20 U.S.C. 1435(a)(15)) <i>See Optional Technical Assistance Checklist for the full provisions of 20 U.S.C. 1441.</i>
	X 6/30/09	17. The State has policies and procedures to ensure that, consistent with 20 U.S.C 1436(d)(5): A) to the maximum extent appropriate, early intervention services are provided in natural environments; and B) the provision of early intervention services for any infant or toddler with a disability occurs in a setting other than a natural environment that is most appropriate, as determined by the parent and the individualized family service plan team, only when early intervention cannot be achieved satisfactorily for the infant or toddler in a natural environment. (20 U.S.C. 1435(a)(16))

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434;1435; and 1437(b))
Yes <i>(Assurance is hereby provided.)</i>	No <i>(Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)</i>	
X		18. The State ensures that Federal funds made available under 20 U.S.C. 1443 will be expended in accordance with this part. (20 U.S.C. 1437(b)(1) and 1438)
X		19. The State ensures that it has methods in place to comply with the requirements of 20 U.S.C. 1440. (20 U.S.C. 1437(b)(2)) <i>State's response should be consistent with Certification #3 below.</i>
X		20. The State ensures that the control of funds provided under 20 U.S.C. 1443, and title to property derived from those funds, will be in a public agency for the uses and purposes provided in this part and that a public agency will administer such funds and property. (20 U.S.C. 1437(b)(3))
X		21. The State ensures that provisions shall be made for-- (A) making such reports in such form and containing such information as the Secretary may require to carry out the Secretary's functions under this part; and (B) keeping such reports and affording such access to the reports as the Secretary may find necessary to ensure the correctness and verification of those reports and proper disbursement of Federal funds under this part. (20 U.S.C. 1437(b)(4))
X		22. The State ensures that the Federal funds made available under 20 U.S.C. 1443 to the State-- (A) will not be commingled with State funds; and (B) will be used so as to supplement the level of State and local funds expended for infants and toddlers with disabilities and their families and in no case to supplant those State and

Check and enter date(s) as applicable		Assurances (20 U.S.C. 1434;1435; and 1437(b))
<b>Yes</b> (Assurance is hereby provided.)	<b>No</b> (Assurance cannot be ensured. Provide date on which State will complete changes in order to provide assurance.)	
		local funds. (20 U.S.C. 1437(b)(5))
<b>X</b>		23. The State ensures that fiscal control and fund accounting procedures will be adopted as may be necessary to ensure proper disbursement of, and accounting for, Federal funds paid under 20 U.S.C. 1443 to the State. (20 U.S.C. 1437(b)(6))
	<b>X</b> <b>6/30/09</b>	24. The State ensures that policies and procedures have been adopted to ensure meaningful involvement of underserved groups, including minority, low-income, homeless, and rural families and children with disabilities who are wards of the State, in the planning and implementation of all the requirements of Part C. (20 U.S.C. 1437(b)(7))
<b>X</b>		25. The State assures that it shall provide other information and assurances as the Secretary may reasonably require by regulation. (20 U.S.C. 1437(b)(8).
		<b>Optional Assurance</b>
<b>X</b>		<p>Enter 'NA' in the cells to the left if this assurance is not applicable.</p> <p>26. The State has adopted a policy that includes making ongoing good-faith efforts to recruit and hire appropriately and adequately trained personnel to provide early intervention services to infants and toddlers with disabilities, including, in a geographic area of the State where there is a shortage of such personnel, the most qualified individuals available who are making satisfactory progress toward completing applicable course work necessary to meet the standards described in 20 U.S.C. 1435(a)(9). (20 U.S.C. 1435(b))</p>





## E. Certifications

The State Lead Agency is providing the following certifications:

Yes	
X	<p>1. The State certifies that ED Form 80-0013, <i>Certification Regarding Lobbying</i>, is on file with the Secretary of Education.</p> <p>With respect to the <i>Certification Regarding Lobbying</i> the State recertifies that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making or renewal of Federal grants under this program; that the State shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," when required (34 CFR Part 82, Appendix B); and that the State Agency shall require the full certification, as set forth in 34 CFR Part 82, Appendix A, in the award documents for all sub awards at all tiers.</p>
X	<p>2. The State certifies that it has met the certifications in the Education Department General Administrative Regulations (EDGAR) at 34 CFR §80.11 relating to State eligibility, authority and approval to submit and carry out the provisions of its State application, and consistency of that application with State law are in place within the State.</p>
X	<p>3. The State certifies that the methods or arrangements to establish financial responsibility for early intervention services provided under Part C pursuant to 20 U.S.C. 1440(b) are current as of the date of this Application certification. (20 U.S.C. 1437(a)(2) and 1440). <i>See Item 9 in Section II.A above regarding including, with this Application for the Secretary's review, 'other appropriate written methods' to meet the requirements of 20 U.S.C. 1440(b). State's response under Assurance #19 above should be consistent with its response to this Certification.</i></p>

## F. Statement

### D. Statement

I certify that the State of **Washington** has provided the policies, procedures, methods, descriptions, and assurances checked as 'yes' in Sections II.A and II.B and the certifications required in Section II.C of this application. These provisions meet the requirements of Part C of the Individuals with Disabilities Education Act as found in PL 108-446. The State will operate its Part C program in accordance with all of the required policies, procedures, methods, descriptions, assurances and certifications.

If any policies, procedures, methods, descriptions, and assurances have been checked 'no', I certify that the State will operate throughout the period of this grant award consistent with the requirements of the IDEA as found in PL 108-446 and any applicable regulations, and will make such changes to existing policies and procedures as are necessary to bring those policies and procedures into compliance with the requirements of the IDEA, as amended, as soon as possible, and not later than June 30, 2009. (34 CFR §76.104)

I, the undersigned authorized official of the

**Washington State Department of Social and Health Services**

(Name of State and official name of State lead agency)

am designated under Part C by the Governor of this State to submit this application for FFY 2008 funds under Part C of the Individuals with Disabilities Education Act (IDEA).

Printed/Typed Name and Title of Authorized Representative of the State:

**Robin Arnold-Williams, Secretary, Department of Social and Health Services**

Signature:

*Robin Arnold-Williams*

Date:

*4/17/08*

## G. System of Payments / Use of Insurance / Program Income

The State

  X   does (check as applicable)

       does not (check as applicable)

have a system of payments for Part C services under 20 U.S.C. 1432(4)(b) which may include use of public and/or private insurance or family fees, such as a sliding scale. Any family fees are treated as 'program income' for purposes of 34 CFR §80.25 and are not included in the State's determination of State and local expenditures for purposes of 20 U.S.C. 1437(b)(5)(B). *Note: If the State has adopted new or has revised its existing policies and procedures regarding its system of payments, it must submit these new and/or revised policies and procedures under Item 5 in Section II.A above.*

## H. Restricted Indirect Cost Rate/Cost Allocation Plan Information

*(Note: To be completed if Lead Agency is not State Educational Agency.)*

If the lead agency is not a State Educational Agency, please check applicable status below (more than one check mark may be necessary) and enclose appropriate documentation for this Federal Fiscal Year.

       The lead agency has a final restricted indirect cost rate or cost allocation plan that has been approved by the State lead agency's cognizant Federal agency and is in effect for this Federal fiscal year (FFY) (ending on June 30, 2008). (Attach a copy of the approved restricted indirect cost rate agreement or cost allocation plan.)

       The lead agency has either a provisional or final restricted indirect cost rate or cost allocation plan that expires or expired on            and the State is in the process of negotiating a new restricted indirect cost rate agreement or cost allocation plan that will be in effect for the period           .<sup>2</sup> The State lead agency will continue to charge or bill the Part C grant using the provisional or previously approved final restricted indirect cost rate or cost allocation plan until a new rate or plan is negotiated and approved by the State's cognizant Federal agency, at which point the State lead agency must make appropriate adjustments for applicable FFYs. The State acknowledges that a final restricted indirect cost rate may result in an adjustment of the final audited expenditures allowable to be charged to the Part C grant and the Department's approval of this FFY Part C application with an expired or provisional restricted indirect cost rate does not constitute approval of that rate as the final rate for the lead agency for this FFY. When a final restricted indirect cost rate is approved, the lead agency must submit to OSEP: (1) a copy of the "final" restricted indirect cost rate agreement; and (2) details of adjustments made to past GAPS draw downs in light of the "final" rate. (Attach a copy of the previously approved restricted indirect cost rate agreement or cost allocation plan.)

<sup>2</sup> A "provisional" indirect cost rate is a temporary rate established for a future prospective period of time to permit budgeting, obligations, and payment of funds by awarding agencies until such time as the actual indirect costs can be determined and a final rate is established for the applicable period; provisional rates are subject to adjustment by issuance of a "final" rate based on actual indirect costs incurred for the period (usually the organization's fiscal year).

X   No indirect costs are charged to the Part C grant. The total amount of the Federal Part C grant is used for allowable direct costs.

       Other, explanation attached.

# I. Certification Regarding Lobbying (Updated 2005)

## CERTIFICATION REGARDING LOBBYING

Applicants must review the requirements for certification regarding lobbying included in the regulations cited below before completing this form. Applicants must sign this form to comply with the certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying." This certification is a material representation of fact upon which the Department of Education relies when it makes a grant or enters into a cooperative agreement.

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a Federal contract, grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts under grants and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certification.

NAME OF APPLICANT Washington State Department of Social and Health Services	PR/AWARD NUMBER AND / OR PROJECT NAME Infant Toddler Early Intervention Program
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE Robin Arnold-Williams, Secretary	
SIGNATURE <i>Robin Arnold-Williams</i>	DATE 5/26/05

ED 80-0013

06/04

## **J. Steps to Ensure Equitable Access to Participation for Eligible Participants**

The Department of Social and Health Services (DSHS) serves as the State Lead Agency for the collaborative implementation and monitoring of a comprehensive statewide system of early intervention services for children, birth to three, with disabilities and their families. The federally funded Infant Toddler Early Intervention Program (ITEIP), housed within DSHS Division of Developmental Disabilities, has made significant progress toward the vision of a family-centered and community-based approach to supporting children, birth to three, and their families. This has been, and continues to be, through partnerships with other state and local agencies, Tribal Governments, families, service providers, family support networks, and the Washington State Migrant Council. This multi-agency and community-based approach builds on existing formal and informal support networks and resources, which promotes the integration of the child and family within the community.

The Washington State Interagency Coordinating Council (SICC) meets at least quarterly. All SICC meetings are open to the public. The SICC welcomes parents and members of the public to share information and concerns regarding early intervention services for infants and toddlers with disabilities and their families. Input may be provided verbally and/or in writing. Statewide recruitment is also implemented throughout the year to assure community service providers and families are invited to assist as sub-committee and ad hoc committee members. This allows for additional input and assists the members of the SICC. SICC parent members and sub-committee members are provided reimbursement for travel and childcare expenses. Interpreters for the deaf/hard of hearing or non-English speaking citizens, Braille and large print materials, and other auxiliary aids are available by request for SICC meetings. In addition, in January 1997, the SICC and ITEIP began facilitating Conversations with Families on the morning of the quarterly SICC meetings, in order to give parents and families another avenue of input to the SICC. At that time, the SICC began rotating meeting sites throughout the state to facilitate parents, service providers, and community members' attendance at both meetings.

IDEA early intervention funds are made available to each geographic area of the state to expand and improve early intervention services. ITEIP contracts with a local lead agency, locally designated and supported by a County Interagency Coordinating Council (CICC) within that area. The early intervention funds must be used to enhance existing services and not supplant or duplicate other local, state, or federal funds or resources. The early intervention services contractors are required to work with the SICC and CICC to make use of parental, family, and community input and ensure broad-based services and support are available within the service area. (See Appendix for CICC Statement of Work, which includes a listing of recommended membership for each Council and the Early Intervention Services Statement of Work for how services are provided and coordinated with CICC.)

ITEIP activities are to be respectful and value the diversity of all families, providers, and staff. Direct services must be delivered in a family-centered fashion and provided to infants and toddlers with their family's involvement and approval in a culturally appropriate way. Tribal governments are respected as sovereign nations and encouraged to participate in IDEA early intervention activities as such. Tribal governments were given the opportunity to apply directly with ITEIP or subcontract locally with the early intervention services contractors. This arrangement needs to be coordinated locally, with technical assistance provided by ITEIP and the DSHS Office of Indian Policy and Support Services. The funding for a county remains the same whether contracts occur directly with ITEIP or are subcontracted through local lead agencies. All contracts are noncompetitive. (See Section IV of application regarding contracting for services.)

The Program maintains contracts for:

- County Interagency Coordinating Councils (CICCs), are required and supported in each county or group of counties, to assist in coordination of early intervention services at the community level. The councils focus on making services easier for families to access and building community capacity for early intervention services. CICCs members represent social and health departments/districts/agencies, Tribes, parents, family members, school districts, early intervention service providers, medical providers, mental health providers, higher education personnel, Washington State Migrant Council, service providers of minority and/or special populations, child care providers, and other public and private agencies. (Note: All 39 Washington State counties are included in contracts. Some counties choose to combine with another county or counties.)
- Early Intervention Services: These contracts require local contractors to develop a system in coordination with the local CICC for implement the IDEA early intervention services regulations. Each contractor must develop a plan for implementing these services and develop and implement interagency agreements in their geographic service area, which denotes the obligations of each agency/provider in the system. The early intervention services contracts require Family Resources Coordination in geographic areas throughout the state, to help connect families with appropriate services in their communities. These contracts also facilitate Family Resources Coordination by assisting a child who is eligible and his/her family to receive the rights, procedural safeguards, and services that are authorized under IDEA early intervention. Continuing efforts to include Tribes and migrant organizations are a priority in contracting for early intervention services and CICCs.

The early intervention services contractors, in collaboration with the CICCs, coordinate the development of local early intervention service delivery plans and interagency agreements annually. Local service plan requirements include:

- A description of current early intervention services including identified gaps in services;



- A description of how services will be coordinated;
- A description of how Family Resources (service) Coordination will occur; and
- Documentation of the planning process and the people involved in obtaining consensus and support for the plan, lead agency, and budget.
- Parent Participation: ITEIP's goal is to expand and maintain opportunities for parents to be involved in early intervention development and implementation at all levels of government. The Parent Participation Coordinator position was established in 1987 to assist in achieving this goal. Parent Participation Coordination expands and maintains opportunities for parents to be involved in the development and implementation process at the local, state, and national level. The coordinator's responsibilities include:
  - Providing information, technical assistance, and training statewide on family-centered care;
  - Assisting with recruitment and training of SICC and CICC parent representatives;
  - Providing community parent training, to increase awareness of the parent and family's role in the early intervention section of IDEA;
  - Facilitating public awareness and outreach activities; and
  - Providing input to ITEIP regarding trends, perceptions, and needs of families.
- Facilitation of additional outreach activities for children and their families who are yet unidentified or unserved.
- A central directory that uses a statewide toll free number for WithinReach Family Health Hotline to provide resources and service networks for children, both statewide and at the local level. This twenty-four hour directory assistance is available in English and Spanish, with referrals to interpreters for other languages. It connects families to local service coordination and support organizations.
- Parent participation in statewide conferences relating to early intervention. ITEIP provides funding for parent scholarships to the Infant and Early Childhood Conference and the annual Washington Association for the Education of Young Children conferences.
- Statewide training that involves and values parent perspectives. The Western Washington University contract specifies parent consultants, to assist in IDEA early intervention training related to the delivery of services. In addition, this contractor is developing training options that include "Team Approaches to Evaluation & Assessment" and "Writing Functional IFSPs as a Team". These trainings are

delivered to selected teams. Each team must include a parent from the team's local area. The parent will be provided reimbursement for travel and childcare expenses.

## K. Publications

***A Family's Guide to Early Intervention*** – A booklet developed in 1995 to provide parents and families with a more in-depth description of early intervention services and their rights under IDEA. This booklet is available in English, Spanish, Russian, Chinese, Cambodian, Vietnamese, Laotian, and Korean. PDF files can be downloaded from the ITEIP website, which is: <http://www1.dshs.wa.gov/iteip/Publications.html>

The booklets are available to parents and service providers through the local public awareness contact in each geographic service area. The majority of publications are available in English and Spanish print, with PDF downloadable versions in: Russian, Korean, Cambodian, Chinese, Laotian and Vietnamese.

***Please Ask, Babies Can't Wait*** – A generic brochure and poster campaign that allows for adaptation by individual service areas and is a vital part of IDEA Early Intervention public awareness. These materials are available in English and Spanish, and online at the ITEIP website (address listed above). Local providers obtain these materials through the local public awareness contact.

***Parent Rights Brochure*** – A document developed in 1995 to provide parents with an easily understood guide to IDEA early intervention services in Washington State. Brochures are available in English, Spanish, Russian, Chinese, Cambodian, Vietnamese, and Laotian. The brochures are available to parents and service providers through the local public awareness contact and are to be handed out as a summary when Family Resources Coordinators (FRCs) and service providers verbally explain the parent's rights.

***Prescreen Chart*** – Developed in 1986, this has been a mainstay of the public awareness program; colorful and popular, the chart is a guide for child development, birth through six. It is available in English, Spanish, and Russian print version. Other languages, available in PDF format, include Cambodian, Chinese, Korean, Laotian, and Vietnamese.

**Transition A Time of Change: Growing Up: What happens as your child approaches three?** This booklet was developed in 2001 in partnership with the State Interagency Coordinating Council Family Leadership Team. Information on the Part C transition and process out of early intervention at age three was identified as an ongoing important need for parents. This brochure outlines the Part C transition process as children reach age three and transition into preschool special education and other community services. It is available in English and Spanish hard copy and PDF versions in Russian, Korean, Cambodian, Chinese Laotian and Vietnamese. The booklet is distributed to parents and service providers through the local public awareness contact.

**Building Early Intervention Partnerships with Your Child's Doctor: Tips from and for Parents** booklet was developed in 2002 in partnership with the State Interagency Coordinating Council Family Leadership Team as a way of reaching out to the medical

community to share the importance of early referral into early intervention. The booklet shares information and tips on how to engage their health care provider in the family's early intervention program. It is intended to assist parents in building partnerships with medical provider. The booklet shares ideas on choosing a doctor, creating a relationship, communication, changing doctors, getting the most out of an appointment, being an advocate for early intervention and involving the doctor in the early intervention program. This document is available in English and Spanish print version, with PDFs of the other six languages.

**Infants and Toddlers Who Are Deaf or Hard of Hearing** The brochure was developed in 2005 by the appointed Department of Social and Health Services (DSHS) Advisory Council and the Washington Infant Toddler Early Intervention Program (ITEIP). The Council, the Infant Toddler Early Intervention Program (ITEIP), and DSHS worked collaboratively to ensure this brochure addresses the needs of infants and toddlers who are deaf or hard of hearing, as mandated by the legislature. The brochure is designed to be shared with the parents of a child who may have hearing loss and/or who is diagnosed with hearing loss by their child's pediatrician or audiologist. The pamphlet contains information on the variety of early intervention services and treatments available for children who are deaf or hard of hearing, and resources for parent support, counseling, financing, and education related to hearing loss in children. This document is also available in English and Spanish print version, with PDFs in the other six languages. (See note below)

The **Mediation Brochure** explains the who, what, where, when and why process of mediation services available in the state. When parents and providers of early intervention services disagree about any matter relating to the identification, evaluation, or provision of services for an infant or toddler (birth to three) mediation is offered as an option for families under IDEA, Part C.

This brochure is available in English, Spanish, and available online in PDF format for Cambodian, Chinese, Korean, Laotian, Russian, and Vietnamese.

**A Citizen's Complaint Brochure** outlines the steps to file a complaint with Infant Toddler Early Intervention Program (ITEIP). Any person or organization can file a complaint if they feel an agency or early intervention service provider is violating a requirement, policy or procedure of the state's Part C program. This brochure is printed in English Spanish, Cambodian, Chinese, Korean, Lao, Russian, and Vietnamese.

**Internet** – During FFY 1994, ITEIP went online with all program staff having Internet email addresses. This was a natural progression to improved access to early intervention information for families and providers in Washington State. ITEIP has completed a homepage that links to many of the disability resources on the World Wide Web. ITEIP's home page address is <http://www1.dshs.wa.gov/iteip>.